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22 September 1969

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting on Use of Motorized Shelving

On Wednesday, 17 September I attended a meeting at [REDACTED] to discuss, with engineer personnel, the possibility of using motorized moveable shelving in the Records Center. 25X1A6a

In addition to the undersigned the following were in attendance at this meeting:

25X1A9a

[REDACTED]

The purpose of this meeting was to provide [REDACTED] with structural plans of the Records Center and to briefly describe the effect that installation of moveable shelving would have on the floor load limitations of the Center. 25X1C4a

25X1A6a

In addition to the [REDACTED] Engineering Staff providing [REDACTED] with the structural plans, I gave him weight load factors concerning the different types of proposed equipment and the weight of the records. 25X1C4a

It was agreed that with the information, drawings, weight statistics, etc., that they [REDACTED] could inform us whether or not the structure could accommodate such a live shifting weight load. 25X1C4a

25X1C4a

[REDACTED] did not hesitate to inform us that he was not an electrical engineer and that such factors as motors, electric current, air-conditioning, alarm systems, humidification and the like, would be reviewed in subsequent meetings.

I agree with this "first things first" concept because if the building is not sturdy enough to withstand this moving load, then we won't need to proceed into the areas of electrical supply, etc.

25X1A6a

He indicated that our Engineering Office at [REDACTED] [REDACTED] would be informed of his findings by 1 October 1969 (structure analysis only). 25X1A9a

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25X1A9a

[REDACTED] agreed to provide the Records Center with one copy of all correspondence concerning this project. Chuck agreed to keep us informed.

The official channel for [REDACTED] will be OL/R&CD.

25X1A9a

25X1C4a

I informed [REDACTED] that I will, by next week, have additional information pertaining to the electrical requirements and capabilities of the different equipment.

25X1C4a

[REDACTED] was taken on a tour of the Records Center before the meeting was adjourned.

[REDACTED]

25X1A9a

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